

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY—JULY 27, 2015—4:00 P.M.

The meeting was called to order by Board Vice-president Kathy Rothfus. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Keith Comfort, Sally Posovich, and Mike Sytsma present. Also present was Library Director William Ottens.

There was the installation of new Board member, Keith Comfort.

Minutes: Motion was made by Posovich, seconded by Bishop, to approve the minutes of the June 29, 2015, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: None.

Director's Report: Library Director William Ottens highlighted some of the items in his report to the Board.

Programs and Events Update: William said that the Summer Reading Program ended Friday, July 24, with a party in the Reading Garden. Hy Vee donated a cake, and the Summer Lunch Program provided punch. There were 499 children registered for the Summer Reading program. They read 3,966 hours. There were 60 teens registered. They read 449 books, and they read for 1,060 hours. There were 42 activities completed. There were 81 adults registered. They read 529 books, and they read 1,350 hours. There were 60 activities completed. About 30 people attended the Iowa Cold Case program. Cara Veeder presented about the Iowa Cold Cases mission and discussed a number of unsolved mysteries in the area.

Kilie and William are continuing to work with the Book Vault, Wilcox Library, and the high school library on Mahaska Reads, which will be kicking off on September 15.

Part-time Library Page: William told the Board that he had hired Christopher Lobberecht as the new part-time library page.

HVAC Repairs Update: Baker Group has completed the repairs to Unit #4 as well as the repairs to the boilers. A lightning storm caused damage to Unit #1 so Baker Group was called. They have completed work to Unit #1 so we will be seeing an invoice for that. William has asked Baker Group for a quote for repairing or replacing the humidifiers.

Third Floor Restroom Repair Update: Cory Lehman was in the building on July 22nd and 23rd to complete repairs to the third floor restroom. The invoice for the repairs should be on next month's claims.

Continuing Education: This month's continuing education discussion included the five roles of a public library trustee.

Committee Reports:

Staff Committee – Jane Ireland, chair: None

Budget & Finance Committee – Judy Bishop, chair: None

Policy & Planning Committee – Candace Slobe, chair: None

Technology Committee – Kathy Rothfus, chair: None

Building & Grounds – Michael Collins, chair: None

Unfinished Business: None

New Business:

OPN Architects' Invoice: William said that he received an invoice from OPN Architects for the consultation and review of the building in light of the issues that were observed in the spring. The invoice is for \$522.50 for the work of the structural engineer that OPN contracted to view the building along with them. A motion was made by Sytsma, seconded by Bishop, to approve the payment of the OPN invoice to come out of the General Fund. Motion passed.

EBSCOHost Database Subscription Fee: William asked for a motion to approve payment of the invoice for the subscription fee for the library's subscription to EBSCOHost databases, which are online databases for the public's use. The invoice is for \$598.15. Motion was made by Bishop, seconded by Posovich, to approve payment of the EBSCOHost invoice for \$598.15 to come from the General Fund. Motion passed.

Approval of Claims: Motion was made by Sytsma, seconded by Posovich, to approve payment of the July claims. Motion passed.

Committee Assignments: Committee assignments for FY2016 were handed out. Motion was made by Posovich, seconded by Comfort, to approve the committee assignments. After discussion, Bishop called for a vote, and the motion was denied. The suggested change to the committee assignments was to remove Chris Harbour as Library Foundation Representative and put Sally Posovich in that position. Then all Board members would have only two assignments. A motion was made by Bishop, seconded by Posovich, to approve the committee assignments with the suggested change. Motion passed.

President's Remarks: Rothfus welcomed newly appointed Board member, Keith Comfort.

Adjournment: Motion was made by Posovich, seconded by Bishop, to adjourn. Motion passed.

The next regular meeting will be on Monday, August 24, 2015, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
For the Board